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14-22

The following paragraph replaces the paragraph corresponding to page 6, lines ~~19-20~~ of the specification:

The web key tool is an e-business application that provides a value added service to existing web browser programs. Authorized personnel of organization 102 have access to the web key tool both in their office and while traveling with a mobile communications device 130 by using a replica of the Lotus Notes (TM) databases from data storage device 118 as can be seen generally in FIG. 1. Applications running on server 104 may be programmed to systematically conduct scheduled replications, whereby database replicas are temporarily stored in a queue ~~106~~ awaiting replication ~~(not shown)~~. Replications may be scheduled by organization 102 as frequently as desired in order to provide access to the most current, up-to-date information.

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14-23

The following paragraph replaces the paragraph corresponding to page 6, lines ~~25-26~~ of the specification:

Server 140 represents a typical communications resource queried by organization 102 for information. For example, a user on client system 114 conducts a search via the web which causes server 104 to contact server 140 upon which the desired information is located. Server 140 may house the data directly within its system or may contact a second server ~~160~~ ~~(not shown)~~ for the information requested. If the information is found by server 140, it transmits the information, such as documents 150, to organization 102.

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8-17

The following paragraph replaces the paragraph corresponding to page 7, lines ~~16-17~~ of the specification:

An employee at one of client systems 114 or 130 of organization 102 discovers a useful web site he/she believes would benefit coworkers at step 202. The employee transfers the link information to a system administrator or web key administrator via

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client system 116 at step 204. This can be done via email or any convenient means of communication. Alternatively, in smaller organizations or organizations in which the user who discovered the site has high level access to the web key tool, this step may be eliminated. In this case, flow proceeds to step 206 whereby the user at one of client systems 114 or 130 launches the web key tool either by selecting a desktop icon or by keyboard selection. Once launched, the main menu screen 300 of FIG. 3 is presented to the user. Alternatively, the web key features can be presented in a tool bar form (e.g., toolbar 302) on the users computer screen (not shown).

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The following paragraph replaces the paragraph corresponding to page 8, line 6 of the specification:

The user/administrator at client system 116 selects "ADD" 304 at step 208 which causes the web key application to display pop up window 306 displaying further options at step 210. The user may either enter a category in field 308 or may select "VIEW ALL" 310 which causes the web key tool to display pop up window 312. Window 312 lists the available categories for selection. The user/administrator chooses a category from the list at step 212 by double clicking on one of category titles 313 in pop up window 312. If no suitable category is available, the web key tool may be configured to allow the system administrator at client system 116 to add a new category, providing added flexibility and customization to the tool. If no suitable category can be found, the administrator selects "CREATE NEW" 314 at step 214 which causes pop up window 316 to appear listing further options for the user. The user may either type in a category name 318 at step 216 or, as a standardized alternative, may choose from a drop down menu 320 at step 218. Once a category has been selected, the user enters the information relating to the link at step 220. This can be imported during a search from a currently active web site, or may be manually entered by URL and brief description. Once entered, the user selects "submit" 322 (not shown) at step 222 and the web key tool checks the web key database in

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data storage device 118 to ensure that the information is complete, not redundant (i.e., not already stored in the database), and that the user has proper authorization at step 224. If approval is not granted, the user may either abort the process at step 226, or may return to the category selection option at step 212 and repeat the selection process. Once approved, the information is saved into the web key database and automatically updated for access by employees at step 228.